

# Policy and Sustainability Committee

10.00am, Tuesday, 7 August 2019

## International Fair Trade Charter

Executive/routine  
Wards  
Council Commitments

### 1. Recommendations

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- 1.1 That the Committee
  - 1.1.1 Notes that the Council has pledged support for the International Fair Trade Charter;
  - 1.1.2 Agrees that the Council now formally signs up to the International Fair Trade Charter; and
  - 1.1.3 Agrees that, given the Council's intention to develop a new approach to sustainability, as reported to the Committee on 14 May 2019, the Council's Fair Trade Policy, and Sustainable Procurement Policy, will be reviewed within the wider programme of work associated with that approach.

**Andrew Kerr**

Chief Executive

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# Report

## International Fair Trade Charter

### 2. Executive Summary

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- 2.1 At the Full Council meeting on 30 May 2019, a motion was approved pledging Council support for the International Fair Trade Charter (“the Charter”). A report was requested within two cycles recommending the undertakings that the Council can give in support of the Charter, and how it can best complement the Council’s own Fair Trade Policy. In addition to considering the International Fair Trade Charter, this report provides an annual update on the Council’s Fair Trade Policy, last reviewed in August 2018 (Appendix 2).
- 2.2 33 schools in the city now hold Fairtrade status or are working towards it. Increases in purchases of fairly-traded goods, such as footballs and cotton uniforms, have been noted by the Fairtrade Steering Group. There has also been an increase in the schools partnering with KoolSkool fair trade school uniform supplier. In addition the Council is working more closely with Edinburgh Fair Trade Group and has supported and promoted a variety of fair trade events in the city. However, it has not been possible to collate more detailed levels of monitoring of the Council’s purchases of fairly traded goods due to the complexity of our contracting environment.
- 2.3 Given the Council’s intention to develop a new corporate and ambitious approach to sustainability, as reported to the Committee on 14 May 2019, it is proposed that Council’s Fair Trade Policy, and Sustainable Procurement Policy, are reviewed within the wider programme of work associated with that.

### 3. Background

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- 3.1 Fairtrade is an international movement to guarantee that producers in developing countries receive a fair price for their goods. The Charter aims to establish a common reference point for organisations and networks that share a common vision of a world in which everyone, through their work, can maintain a decent and dignified livelihood and develop their full human potential.
- 3.2 Edinburgh has been a Fairtrade City since March 2014 and the Lord Provost currently acts as Vice Chair of the Edinburgh Fairtrade Steering Group which

includes a range of city organisations and businesses, and a number of Elected Members.

- 3.3 It is to be noted that “Fairtrade” is used to refer to the status conferred by complying to certain goals and is also a brand name. Rules under the relevant procurement legislation prohibit trade marks on non-discriminatory grounds, therefore, to comply with that legislation, this report uses the terms “fair trade or equivalent” or “fairly traded” where appropriate.

## 4. Main report

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- 4.1 At the Full Council meeting on 30 May 2019, a motion was approved pledging Council support for the International Fair Trade Charter (‘the Charter’) with a report requested within two cycles recommending the undertakings that the Council can give in support of the Charter, and how it can best complement the Council’s own Fair Trade Policy.
- 4.2 The Charter lays out the purpose and aims of Fair Trade as agreed by the World Fair Trade Organisation and Fairtrade International. It sets out the fundamental values of Fair Trade and defines a common vision which works towards achieving the United Nations Sustainable Development Goals. The Charter advocates trade structures, business models and practices that allow everyone, through their work, to maintain a decent and dignified livelihood and develop their full human potential.
- 4.3 The Charter has three main aims:
- 4.3.1 To raise awareness among customers and citizens of the importance and impact of Fair Trade so that more people will be inspired to join and support the movement;
  - 4.3.2 To connect Fair Trade Organisations’ specific missions and strategies with the common philosophy of the movement; and
  - 4.3.3 To enable others who work with Fair Trade Organisations to recognise the values and approaches that unite the global movement. This includes working with different levels of government to influence public policy and encourage business to conduct more trade under Fair Trade conditions.
- 4.4 The Charter highlights fair trade’s longstanding role in addressing challenges such as inequality, gender rights and climate change and other objectives of the United Nations Sustainable Goals. These are also key objectives of the Council, and its sustainability, equality, procurement and economic priorities support and align with the Charter in these respects.
- 4.5 In addition, there are a number of specific undertakings that the Council can give in support of the Charter. The Council promotes fair trade through the selling of fairly traded products in the City Chambers and Waverley Court, as well as other Council buildings. All the Council’s schools sell fairly traded products and a number partner with KoolSkools as a supplier for Fair Trade school uniforms.

- 4.6 A number of our schools have Fair Trade school status, with some having become a FairAchiever school and others a FairActive school. Pupils of a FairAchiever school understand the connections between themselves and farmers in some of the poorest countries in the world through the things they buy and are passionate about changing the system to make trade fair. A FairActive school is one that takes action such as holding a community event, running a campaign or joining with other schools to spread the message about trade justice.
- 4.7 The Council's support for the Charter will be promoted through its communications channels. This will be in addition to its current communications activities promoting Fair Trade Fortnight, the Christmas Fair Trade market and other fairly traded events.
- 4.8 The Charter aligns well with and complements the Council's own Fair Trade policy, which was reviewed in August 2018. Suppliers of fairly traded goods have been added to the Council's contracted supplier register, and increases in purchases of fairly-traded goods, such as footballs and cotton uniforms, have been noted by the Fairtrade Steering Group. This is in addition to Council purchases of fairly-traded fruit, nuts, beverages, chocolate and sugar. However, a more comprehensive level of monitoring in respect of the Council's purchases of fairly traded goods has not been possible due to the complexity of our contracting environment and the data capability of our purchasing system.
- 4.9 The Council's Sustainable Procurement Policy also helps support the aims of both the Council's Fair Trade Policy, and the Charter. It sets out the Council's approach to buying goods, services and works in a way that delivers value for money, and provides benefits for the Council and wider society, including through securing community benefits.
- 4.10 Going forwards the Council's Fair Trade Policy, and Sustainable Procurement Policy, will be reviewed within the Council's wider programme of work to develop a new approach to sustainability, as reported to Committee on 14 May 2019. This will consider the vital role that procurement policy has in furthering sustainable development, by helping to ensure that, so far as practicable, procurement decisions avoid the creation of negative socio-economic and environmental impacts, and maximise opportunities to secure community benefits and support reductions in greenhouse gas emissions.
- 4.11 This review will include considering all the available levers the Council has to maximise the potential for sustainable procurement practices that will support the step-change required to make Edinburgh a carbon neutral city by 2030. This will necessitate considering the balance the Council wishes to achieve between cost, carbon impact, and socio-economic outcomes, within the context of the Council's duty to secure Best Value and commitments to fair work and fair trade, developing a circular economy and reducing its carbon footprint.

## 5. Next Steps

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- 5.1 If approved by committee, the Council will formally sign up to supporting the Charter via the on-line Recognition Form, reproduced for information at Appendix I.
- 5.2 The Council's support of the Charter will be promoted through our communications channels.
- 5.3 This Council's approach to sustainable procurement, including fair trade, will be considered within the wider programme of work to develop a new approach to sustainability. Updates on this work are provided to each Policy and Sustainability Committee.

## 6. Financial impact

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- 6.1 There are no financial impacts arising from this report.

## 7. Stakeholder/Community Impact

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- 7.1 Fair trade in Edinburgh is delivered by a citywide, cross-sector partnership with regular and ongoing engagement between members and the wider Edinburgh community.
- 7.2 This report has been assessed in respect of the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties. In summary, the proposals in this report will help improve social justice, economic wellbeing and environmental good stewardship.
- 7.3 Equality and rights are a key component of the Council's Fairtrade Policy which is underpinned by principles including being inclusive, engaging and sustainable.

## 8. Background reading/external references

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- 8.1 [International Fair Trade Charter](#)
- 8.2 [The Fairtrade Town Action Guide](#), Fairtrade Foundation
- 8.3 [City of Edinburgh - Fair Trade Policy](#): CP&S, 7 August 2018 and [City of Edinburgh Council: Fair Trade Policy](#): Executive of the Council, 20 September 2005

## 9. Appendices

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Appendix I – Recognition Form: New International Fair Trade Charter

Appendix 2 – The City of Edinburgh Council – Fair Trade Policy Action Plan – 2019 Update

## Appendix I – Recognition Form: New International Fair Trade Charter

\*Required

### Explanation

The International Fair Trade Charter has been produced to establish a common reference point for all the organisations and networks that share a common vision of a world in which everyone, through their work, can maintain a decent and dignified livelihood and develop their full human potential.

In order that the International Fair Trade Charter may be recognised as the common reference document for the movement, organisations that want to refer to fair trade in any capacity, are invited to read and sign the following undertaking.

### Undertakings

On behalf of the undersigned organisation:

1. We acknowledge the International Fair Trade Charter as a common reference document for the global Fair Trade movement.
2. When talking or writing about Fair Trade we will use the approaches explained in the Fair Trade Charter as the basis for explanation or discussion.
3. We understand that the Charter is not a manual of Fair Trade practices or a standard by which the approach of specific organizations can be assessed. We have read and understood the statement in the Charter that “this document cannot therefore be used to justify the Fair Trade claims or credentials of any organisation, business, or network”.
4. Accordingly we understand that recognizing the International Fair Trade Charter does not endow us or any of our activities or practices with any Fair Trade status, as this can only be awarded by a recognized Fair Trade certification/accreditation system.
5. We will embrace the diversity of the Fair Trade movement and respect all approaches that are aligned with the Fair Trade Charter. When communicating about specific Fair Trade schemes, we will ensure they are described fairly and accurately.
6. We support the aim of the International Fair Trade Charter to help the Fair Trade movement present its common vision to the wider world

If you wish to publicly recognise the new International Fair Trade Charter, please tick YES below and submit your organisation’s information on the following pages of this form. \*

YES

## Appendix 2 – City of Edinburgh Council Fair Trade Policy Action Plan – 2019 Update

<b>Objective 1: Maximise the range of fair and fairly traded products on Council contract</b>			
<b>Action</b>	<b>Lead Section</b>	<b>Timescale</b>	<b>Progress to date</b>
Maximise the range of fair, fairly traded and ethical products on the Council's food contract and other appropriate contracts where catering may be provided by an external provider	Catering Services, Property and Facilities Management Commercial and Procurement Services, Finance	Upheld & Ongoing	A range of fair and fairly traded products are available in the City Chambers and Waverley Court canteens and cafes including fruit, nuts, beverages, sugar and premium chocolate which has recently been introduced. Fair, fairly traded and ethical products can be purchased in other Council buildings although more could be done to encourage consumption of these products in these buildings.  Work has been undertaken in conjunction with the Fairtrade Steering Group to educate and encourage consumption of Fairtrade products throughout Council buildings, including cultural venues. This will continue.  All Council schools sell fair trade products.
Look at the viability of purchasing staff uniforms made from fairly traded materials	Commercial and Procurement Services, Finance	Ongoing	This request has come from the Edinburgh Fairtrade Group and consideration is ongoing.  initial steps have been taken through the purchasing of Fairtrade polo cotton shirts and t-shirts.
Maximise the range of fair, fairly traded and ethical trade products served at Council meetings	Catering Services, Property and Facilities Management	Upheld & Ongoing	Fairly traded tea, coffee and sugar are served at all Council meetings. All coffee and tea is fairly and ethically traded within the catering department.
Maximise the range of fairly traded and ethical products for sale in Council cultural venues	Catering Services, Cultural Venues, Culture	Upheld & Ongoing	A range of fairly traded and ethical products are available in the Council owned cultural venues including products that are carbon neutral, organic, sustainable and not for profit.

<b>Objective 2: Increase the number of schools holding Fairtrade status</b>			
<b>Action</b>	<b>Lead Section</b>	<b>Timescale</b>	<b>Progress to date</b>
Increase the number of Council schools with Fairtrade status and provide support to those schools working towards it	Schools, Communities and Families	Upheld & Ongoing	A significant number of schools hold Fairtrade status or are working towards it. This information is available on the Fairtrade website and shows the Council has 33 either registered or working towards it. These include schools with FairAchiever and FairActive status.

Increase the number of Council schools with school uniforms made from fairly traded cotton	Schools, Communities and Families	Upheld & Ongoing	Several schools in Edinburgh partner with KoolSkools as a supplier for Fair Trade school uniforms including St Mary's Leith, Duddingston, Juniper Green, Stockbridge and St John's primary schools Other schools are actively considering this.
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### Objective 3: Communication and promotion

Action	Lead Section	Timescale	Progress to date
Promote and raise awareness of fair trade issues amongst all Council employees	Strategy & Communications  Catering Services, Property and Facilities Management	Upheld & Ongoing	Fair trade events, campaigns and issues have been promoted through Newsbeat, the Council's website and social media  The Council's Catering Service advertise their fair, fairly traded and ethical products in Council cafes and canteens.
Continue to promote Edinburgh's status as a Fairtrade city through signage, communication and other media	Strategy & Communications	Upheld & Ongoing	In 2015, 15 signs bearing the Fairtrade logo and the words 'We are a Fairtrade city' were erected around the outskirts of Edinburgh.  A number of high profile fair trade campaigns and events have been promoted by the Council's communication service. This includes a World Fair Trade City event held in the Usher Hall, promotion of Coffee Conscience in Waverley Court and the City Chambers and through our local schools network.
Promote through the Council's website and Communication Service annual Fairtrade Fortnight events and the Edinburgh Fairtrade Festival	Strategy & Communications  Schools	Upheld & Ongoing	The Council promotes Fairtrade Fortnight annually in collaboration with the Edinburgh Fairtrade Group. This has included the Lord Provost's Fairtrade Awards and School Awards and representation and publicity around Fairtrade events staged in Edinburgh, especially the annual Edinburgh Fairtrade Festival.

### Objective 4: Monitoring and Implementation

Action	Lead Section	Timescale	Progress to date
Undertake monitoring of the uptake of fair, fairly traded and ethical products	Commercial and Procurement Services,  Catering Services, Property and Facilities Management  Schools	Upheld and ongoing	The purchase of fair, fairly traded and ethical products was not previously monitored. In the last year, an informal level of manual monitoring has been undertaken, but a more comprehensive level of monitoring has not yet been possible due to the complexity of our contracting environment and the data capability of our purchasing system.  Going forward in 2019/20, further work will be undertaken around this as part of a wider look at the Council approach to sustainable procurement



Monitor the implementation of the policy and report on progress	Strategy and Communications	Upheld and Ongoing	Future reporting will be agreed as part of the wider look at sustainable procurement
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